



# Welcome to *think Box* Children's Library

## Rules, Terms & Condition

1st April 2016

- Please do remember to bring your membership card with you when you visit the library. Membership is for the personal use and books/toys/cds borrowed can not be sub-lended to 3rd party. Membership is non-transferable.
- Please check the books you are taking for torn pages or damages, before you issue them. A fine will be imposed for pages torn or marked. If a book is found damaged, the librarian reserves the right to decide the fine for damages. Please help in keeping the books in good condition.
- Please check for the missing parts before you borrow toys from the library. Missing parts or damaged toys will attract a fine. If a toy is found damaged, or parts missing, the librarian reserves the right to decide the fine for damages.
- Damage charges
  - Scribbling / torn page / Water Spilled
    - Book/Toy value
  - Spine damaged - 80% of the book value
  - Barcode damaged - Rs 50/-
  - Missing Toy part - Toy value
  - Toy box damaged - Rs. 80/-
- All the books and toys that you borrow from library have to be returned on or before the due date. We will not be sending any reminder for the due date. After the expiry of membership the late charges will be of Rs 5/- per material per day.
- You can renew the books on phone or by email. Please provide the membership number. They can be renewed for another 2 weeks only. Only 1 renewal is permitted.
- Members can reserve any book/CD/toy at the library. The reserved resource will be held for the member for a period of two days. If the resource is not issued within that time, the reservation will be cancelled and issued to the next requester.
- If a resource is reported lost, the member can choose to replace the resource within 10 days or pay the value of the resource.
- Please report loss of your membership card immediately. Duplicate membership card will be issued for Rs. 80/-
- Please remember to inform us about change in address, telephone numbers or email address.
- If you withdraw the membership before the end of the term, no refund will be given for the unused rentals. Deposit will be refunded as soon as you surrender the card
- You need to return the membership card in order to get the refund deposit. Otherwise an amount of Rs. 100/- will be deducted from the refundable deposit.
- Registration, Refundable deposit and monthly rentals must be paid at the time of enrollment. Bounced cheque carry additional charge of Rs. 100/- for each occurrence. No exceptions of any kind will be accepted. In spite of 2 reminders, part payment is not done, then a penalty of 10% per payment period on the amount due will be charged. Bill once made cannot be cancelled.
- Guest and non-members are not allowed to play inside the library. Children should not be left unaccompanied at the library.
- thinkBox library is not equipped to supervise children while they are at the library. It is the responsibility of the parent/guardian who has accompanied to take care of their wards.
- thinkBox absolves itself and its employees and its instructors from any responsibility or all claims resulting from injury or damage that may be sustained by any enrolled members; while participating in any of the various types of activity sessions.
- Terms and conditions may change from time to time and members will be informed of any change via email as provided when joining the library. The most recent version of Terms and conditions will supersede all the previous versions.
- thinkBox library reserves right to admission. Any dispute will be resolved in Bangalore Jurisdiction.

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